User Experience Forum

12/6/2017

Agenda item	Discussion	Outcome
Notes Standardization	Reviewed timeline for implementation	No further follow up
IT0041	Asked Agencies to review Actions that would change the IT0041 and update if incorrect. Asked for feedback on Job Aids or clarification when it should be changed.	Good discussion by agency staff on challenge with temporary employees coming in and out. Asked staff to provide any modifications that can be made with job aids. Will review IT0041 again on OSC January Webinar
Delimiting vacancy upon filling position	Discussed the Infotype being delimited upon a position being filled. Discussed that sometimes Infotype doesn't populate	OSHR will send out reminder and data in February. OSC looking at times in which Infotype does not populate. Agency staff (AOC?) shared how they run audit reports to validate the data. Encourage all to run reports to keep data accurate.
Recording Holiday Time	Holiday used before Holiday is causing a holiday comp negative. (long standing issue) Work around is to use 9000 and let Holiday turn into Holiday Comp upon time entry on Holiday.	OSC to look at increasing 9000 entitlement for holidays so that it's in the Leave Hierarchy automatically or to not age out 9300 at all (OSHR policy question)
MSS vacant supervisor issue	Discussed need where ESS time moves up automatically to the next level supervisor to review time.	OSC looking at enhancement pack that may have addressed this issue.
Time in Current job to calculate experience	Ray reviewed PA Experience Infotype project	No further Action needed.

County Change/Address Change	Agencies want capability to change county and address within one Action.	OSC investigating how these two can be combined?
IT552	Discussed scenarios when Agencies can update and when it needs to go to BEST Shared Services.	Will be on next webinar in January.
Org unit name change	Agencies want to make changes. Cannot be done because of security with the potential harm in breaking the relationships between org units and positions within org units.	No further Action.
Transfer Actions	Agencies asked if PA and OM Action can be done simultaneously in one Action as opposed to two (like for mass updates)	OSHR will look into reasoning for why we are currently requiring two for individual Actions and allowing one to be updated for mass Actions.
Next Work Group: Late Action Processing	Will be asking for volunteers from the Agencies in late January	OSHR will send out request.

Other comments/discussion

- One agency wanted to get feedback on where payroll functions, STD payments, Time keeps, etc. sits in their organization.
- One agency asked how do others monitor hours worked on a holiday. Good suggestions were shared.
- A review of the W-2 project and a thank you from OSC for achieving 37%.